

STATE OF MISSOURI



Information Technology Advisory Board

August 30, 2006 Meeting Minutes

Attendees:

Gary Lyndaker, ITAB Chair, CIO ITSD/DMH

Dan Ross, CIO ITSD

Adams, Steve ITSD-DSS	Falter, Jeff ITSD-SEMA	Lloyd, Don ITSD-DOC	Renick, Cindy SAO
Beckwith, Rich Missouri House	Gerling, Richard MO Ethics Commission	Medley, Carl Sec. of State	Wright, Paul ITSD-DESE
Burnette, Harold ITSD-DPS	Gronauer, Cliff MSHP	Mertens, Chris ITSD-DHE	Young, Doug MDC
Clark, Christy ITSD-DED	Hodge, Gina ITSD-DHE	Miller, Mike MoDOT	
Davis, Rob ITSD-DOLIR	Jobe, Elena ITSD-DNR	Moeller, Daniel STO	
Dwyer, Time ITSD-DIFP	Koenig, Joe ITSD-DHSS	Peterson, Rex MOREnet	

Gary Lyndaker called the meeting to order at 8:33 a.m.

PRESENTATIONS/DISCUSSION ITEMS

Paul Wright delivered a very informative IT Recruiting presentation to the ITAB group. A copy of the power point presentation is being sent via email with the 8/30/06 minutes. Contact Paul with any questions or comments.

ACTION ITEMS

1. ITAB July 26, 2006 meeting minutes were presented for approval. Changes noted were as follows:
 - a. Mike Miller noted several changes which were made and approved in the minutes. Other minor changes were made.
 - b. Gina Hodge motioned to accept the revised minutes, Steve Adams seconded, and the minutes were approved.
 - c. A copy of the revised 7/26/06 ITAB meeting minutes is being sent via email with the 8/30/06 ITAB meeting minutes.
2. Gary reviewed the action items from the July 26th meeting. The following was noted:
 - Ron received responses from members in regard to the Security Domain Committee document that was sent out on 7/26/06.
 - Chris sent out the email regarding the outages in St. Louis. He told members during situations such as this one, agencies need to be prepared to report the impact. *See ITAB COMMITTEE UPDATES, #10 Technology Services Update, for more information.
 - Dan Ross/Mary Luebbert reported that they have received all training plans.
 - Mary Luebbert reported that she has received some reports of compliments/good words from happy customers and is always accepting more. Gary Lyndaker encouraged everyone to share more of these with Mary.
 - Jan Grecian requested that more cost savings be submitted. She also reminded everyone that cost savings and/or cost avoidance are both applicable. She encouraged everyone to think about efficiencies, productivity improvements, and the like.

GENERAL BUSINESS

1. CIO Discussion (Dan Ross)

- a. **Congrats to World Wide** - Dan congratulated and wished World Wide well on their recent award as prime vendor.
- b. **Radio Interoperability** - Dan reported Radio Interoperability will be implemented as a multi-year project. The Next Generation Network will play a big role in this. He will encourage that this be maintained as network discussion.
- c. **Prime Vendor Oversight Committee** - Dan recently spoke with Purchasing about the Prime Vendor Oversight Committee and their current member roster of approximately 21-25 people. He suggested that they pare the group size down to less than 10 people.
- d. **Brown University Web Site Study** - During the recent Brown University web study, Missouri moved from a ranking of 40th in the nation, up to 20th. Dan congratulated all those who participated in improving the Missouri state web site. Ron Thomas added that they are currently looking to improve categories that Missouri may have fallen short in, in order to better Missouri's position from the number 20 spot.
- e. **Senate Interim Committee** - There is a Senate Interim Committee (SIC) on 21st century choice technology holding hearings around the state. Their charter includes duties/issues of which some overlap with the ITAB group's charter issues. Dan's office contacted SIC about engaging with ITSD. The SIC have a hearing on September 13th in Jefferson City which Dan plans to attend.
- f. **MOU, MoDOT Fiber** - Efforts continue with Mike Miller, on use of the MoDOT fiber.
- g. **Next Generation Network** - Dan told the group there is much excitement about seeing this go to the next level.
- h. **SLA Meetings** - The Service Level Agreements meetings are going well and Dan expressed his appreciation to all who contribute.
- i. **Web Courses Coming Soon** - Dan recently met with Paul Wright, Pete Wieberg, Chris Mertens, and Dr. Curt Fuchs, DESE, Director of the Virtual School Program. He told the group that this program holds tremendous potential. A year from now,

Missouri citizens (not just children) will be able to take courses over the internet. Bids will be sought, not only for hosting the management, but also for the delivery of the course work. The vendor community has expressed a lot of interest. Currently, the intent is to bid this program out for a while, then eventually bring in at least the management portion of it to be hosted by the state.

- j. **Chris Merten's Intro** – Dan introduced and welcomed Chris Mertens, new IT Director for OA, to the ITAB group. Expect to see Chris at ITAB meetings.

2. **ITAB Chair Items (Gary Lyndaker, ITSD-DMH, CIO)**

- a. None

ITAB COMMITTEE UPDATES

1. **Architecture Review Committee (Ron Thomas)** – Ron noted there was no ARC meeting in August therefore no reports available. He called upon Gary Lyndaker to provide a brief report on a database review currently taking place. Gary reported that the Information Domain has been meeting to evaluate relational databases for the Comprehensive Children's Services Data Warehouse (CCSDW). The process is moving along methodically. A good checklist of attributes for database evaluation has been developed. The group now plans to call upon vendors to provide answers to questions. Vendor answers will be reviewed, and then scored on strengths and weaknesses.
2. **Digital Media Developers Committee (Lainie Strange spoke representing the DMD on 8/30/06)** – Lainie stated the DMD committee would like to see regular attendance from all agencies at the DMD meetings if possible. Gary suggested that Lainie compose a letter/spreadsheet asking each agency to list one main contact for the DMD committee. He suggested that Lainie send the message to Mary to forward to the ITAB group. Ron Thomas suggested contact information be provided for each person designated as the agency contact for the DMD committee. (Mary Luebbert forwarded this communication via email for Lainie Strange, on Thursday, August, 31, 2006.)
3. **MOTEC Update (Jeff Falter/Laura Mertens)** – Reports were sent out with the regular ITAB materials. Jeff noted that in July a scheduled 3-day class was canceled at the last minute, giving no opportunity for rescheduling the room. Jeff also informed the group that the online learning contract was awarded to PKS, effective in October.
4. **Personnel Committee (Chris Wilkerson)** – Chris told the group despite his hectic schedule, he plans to get the Personnel Committee more engaged once again. Chris introduced and welcomed the four new directors Pete Wieberg, Director of Networks and Telecommunications; Marilyn Gerrard-Hartman, Director of End User Support; Howard Carter, Director of the State Data Center; and Alicia Weaver, Director of Enterprise Applications. Chris also noted to the group that no nominations had been received from IT agencies for Employee of the Month. He strongly encouraged participation in this activity by nominating well-deserving IT employees. He asked that nominations be submitted A.S.A.P.
5. **Project Management Standing Committee (Steve Adams)** – Steve reported that the PMSC met in August and are working on a few more changes to the project management handbook.
6. **Missouri Network Management Steering Committee** – This group will be deleted from subsequent agendas.
7. **User Group Coordination (Jeff Falter/Debbie Tedeschi)** – The User Group has been working on annual reports.
8. **Internet/MOREnet Update (Rex Peterson for Chip Byers on 8/30/06)** – Reports were emailed with the rest of the ITAB materials.
9. **Statewide Purchasing Update (Gary Eggen/Karen Boeger)** – Gary reported the following:
 - a. The Prime Vendor contract was again awarded to World Wide and will be ready 9/1/06.
 - b. The New Generation Network RFP closes the week of September 4th.
 - c. There is a new statewide contract available for leasing.Check the website or contact Gary for more information on these issues.
10. **Technology Services Update (Chris Wilkerson)** – Chris reported the following:
 - a. The recent citywide power outage on Monday, 8/28/06, highlighted the need to report the impact such outages have on the services information technology provides. Additionally, issues that materialize when restoring services need to be reported so that we may take the necessary steps to eliminate them. Therefore, everyone should expect to provide an immediate impact statement and a follow-up on "return to service" update whenever we experience significant outages. The recent St. Louis storm and Jefferson City power outage incidents serve as reminders of our need to be prepared.
 - b. The process has started for the CPU upgrade approved via the State Data Center FY07 CAP.
 - c. Vendor proposals for the State's Next Generation Network are due September 8th. The evaluation process is scheduled for completion during late November.
 - d. Components to upgrade the firewall environment supporting much of State government have arrived and have been installed in cabinets. The firewall team is addressing implementation details for our production environment.
11. **MO GIS Advisory Council/GIO Update (Ryan Lanclos/Jeff Falter)** – Ryan reported the following:
 - a. Results were received from the RFI on the state's orthophotography project. From these estimates, we are working to develop an RFP for the project to begin acquisition in Spring of 2007.
 - b. There was a web services roundtable meeting on the same day as ITAB. More than 60 participants from local, state, federal and the private sector attended this meeting hosted by the Missouri GIS Advisory Committee (MGISAC). The goal of this meeting was to learn where new technologies are headed in the future and how they are currently being implemented across Missouri.

- c. The 2007 Missouri GIS Conference is being held Feb. 19-22 at Tan-Tar-A resort at Lake of the Ozarks. Registration will be opening in a few months so look for more information to come.

Upon a suggestion from Chris Wilkerson earlier in the meeting, Gary called upon Bill Bott to report on email consolidation. Bill reported they are approximately 35% complete and have now finished up with Department of Corrections. Social Services is next on list. It has been a smooth process so far. Exchange migration follows active directory.

Also upon an earlier suggestion from Chris Wilkerson, Gary called upon Rob Davis to report on call center. Rob reported DOLIR began exploring the idea of refreshing their call center structure a couple of years ago. They are currently in final discussions with IBM regarding Voice-Over IP solution.

OPEN DISCUSSION

1. **Another Thanks to Evaluation Committee** – Gary Eggen expressed great appreciation to the Evaluation Committee for all their help.
2. **Advisory Committee** – The Governor's office recently contacted Dan regarding a Governor's Task Force recommendation to create an advisory committee comprised of agency directors to provide guidance on IT direction for the State. Dan suggested that the ITAB group would be suitable for this purpose. The Governor's office was invited to attend an ITAB meeting to observe the types of issues that are covered in the meetings.
3. **Agency Name Change** – Tim Dwyer announced that several entities have combined to form the new Department of Insurance Financial Institutions, and Professional Registration (DIFP). The new website address is <http://difp.mo.gov/aboutdifp.htm>.
4. **New Microsoft Representative** – Cliff told the group that a new Microsoft representative, Adam Wolfe, has been very pleasant to work with. Bill Bott as well, told the group Mr. Wolfe has been great to work with and that OA is looking forward to working with him more. He is St. Louis based, and travels Tuesday through Thursday.
5. **MoDOT Report** – Mike Miller reported that MoDOT has completed their Oracle upgrade. In addition, PeopleSoft application is set to go live in October.
6. **ITSD-DMH Report** – Gary Lyndaker announced that a conversion for CIMOR takes place the weekend of September 1st (this includes first conversions). Following this, a good portion of potential users will begin using the system in preparation for the final conversion. Plans are for the system to go live on October 3rd.
7. **ITSD-DNR Report** – Elena Jobe reported that DNR is seriously considering an enterprise content management project.

REVIEW OF ACTION ITEMS

Chris encouraged the nomination of well-deserving IT employees for the employee of the month A.S.A.P.

Steve Adams moved to adjourn, Elena Jobe seconded the motion, and the meeting was adjourned.

NEXT MEETING

The next ITAB meeting is scheduled for **Wednesday, September 27, 2006 at 8:30 a.m. at the Kirkpatrick State Information Center, Interpretive Center, 600 West Main Street, Jefferson City, MO.**